

**DARTMOUTH TOWN COUNCIL**  
**MINUTES OF THE CORPORATE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER**  
**OF DARTMOUTH GUILDHALL ON TUESDAY 12<sup>TH</sup> FEBRUARY 2019**

**PRESENT:** Cllrs: A Fyson (Deputy Chairman); T de Galleani; D Gent; B Harriss; R Lyon (The Mayor); F Pritchard-Tagg (Deputy Mayor);

**IN ATTENDANCE:** Town Clerk: C Pritchard-Williams; Properties Administrator: Hannah Williams; Cllr R Cooke and 1 member of the public

**79. APOLOGIES FOR ABSENCE**

Cllrs: M Baillie; Hawke; R Springett (Chairman); S Thomson

**80. DECLARATIONS OF INTEREST**

Cllr de Galleani declared an interest in the Market

**81. CORRESPONDENCE**

There was none

**82. PREFERRED CONTRACTORS**

There was a discussion about the Council using preferred contractors for jobs due to their knowledge of our grade one listed buildings and the complex issues that arise from old electrics and plumbing systems. The decision was to continue to go out to tender for jobs over £1,000 but continue to use our preferred electrician and plumber for all jobs under £1,000.

The Mayor said that there was a benefit to using the same contractor as above but over £1,000 we should go out to tender.

**83. MARKET**

- **Fire alarm system update**

We asked ACE to take over the maintenance contract of the alarms at the Butterwalk and Market Square due to breach of contract from the previous contract with Fire Doctor. Once the monitoring has been taken over by the new contractor then we will cease with Fire Doctor.

- Cllr Harriss reported that unit holders are being ticketed in the market car park, when they are dropping off deliveries, Cllr Harriss has suggested a loading permit could be issued to unit holders to help and asked if we should take over the issuing of parking tickets from SHDC and reconsidering the deal?

Cllr Harriss asked if this could be added to the next agenda

**84. IVY LANE**

**Proposal for refurbishment**

Hannah said that we hadn't received three quotes to date. Some of the smaller jobs can go ahead and be done, but this will be brought back to the next Corporate Property meeting when we have received three quotes.

Maintenance team to start with small jobs as in removing plaster which is wet to allow to dry out and place in dehumidifier. Remove gates.  
This is to be added to the next agenda.

#### **85. GUILDHALL – UPDATE**

##### **Proposal to give notice to the existing tenant in Guildhall offices**

There was a general discussion about the space available for the office staff in the existing Council offices. Cllr Pritchard-Tagg said that this had been discussed previously and it was now apparent that more room was needed.

The Mayor, Cllr Lyon said that he thought better use could be made of the small outside space adjoining the offices, but that needed some thought and wasn't necessarily the solution. Cllr Fyson and the Clerk to arrange a meeting with current tenant.

**Proposed:** Cllr de Galleani

**Seconded:** Cllr Pritchard-Tagg

**Resolved:** To give notice to the tenants above and offer them the two rooms to use as storage and office, that the Council have retained in Flat 6A.

Five Cllrs voted in favour of this resolution.

One Cllr abstained.

#### **86. EXCLUSION OF PRESS AND PUBLIC**

**Proposed:** Cllr Gent

**Seconded:** Cllr Pritchard-Tagg

**Resolved:** That in view of the confidential nature of business about to be transacted, it was in the public interest that the press and public be excluded and that they be instructed to withdraw.

#### **87. MARKET**

##### **Applications for the two available units**

There was a discussion about an application received for unit 5, this was presented anonymously to the councilors who agreed to accept the application and to proceed with gathering references.

Re-advertisement of the remaining unit to go on social media.

**Proposed:** Cllr Harriss

**Seconded:** Cllr Pritchard-Tagg

**Resolved:** Accept this proposal subject to references and to accept 6 months' rent in advance.